



## REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

<u>Date:</u> 11/2/17	<u>Interviewer:</u> SGS	<b>RFA #17 – 66</b>
<u>Name of Person(s) Requesting Assistance:</u> [REDACTED]		
<u>Contact Numbers (telephone, e-mail, etc.):</u> [REDACTED]		
<u>Status of Person(s) Interviewed (title, position, student status, etc.):</u> student		
<u>Requested Assistance Pertaining To (name, position, policy, project, etc.):</u> Anti-Muslim flyers and hate graffiti		

To the best of your knowledge, please fill out the following:

Interviewee Status:    Male ☐ Female x    Administrator ☐    Faculty ☐    Staff ☐    Student x  
 Concern Regarding:    Male ☐ Female ☐    Administrator ☐    Faculty ☐    Staff ☐    Student ☐

**Category:** *(Please check at least one)*

- |  |  |   |                                     |  |
|--|--|---|-------------------------------------|--|
| <input type="checkbox"/> Age                           | <input type="checkbox"/> Color             | <input type="checkbox"/> Creed              | <input type="checkbox"/> Disability | <input type="checkbox"/> Veteran Status      |
| <input type="checkbox"/> Marital Status                | x National Origin                          | <input type="checkbox"/> Race               | x Religion                          | <input type="checkbox"/> Retaliation         |
| <input type="checkbox"/> Sex/Gender                    | <input type="checkbox"/> Sexual Harassment | <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Employment | <input type="checkbox"/> Genetic Information |
| <input type="checkbox"/> Gender Identity or Expression |  |   |                                     |  |

Time Line		
Date	Item	Comments
11/2/17	[REDACTED] sends email to EOO re: threatening flyers	See file.
11/7/17	SGS t/c to [REDACTED], leaves voicemail	
11/7/17	SGS email [REDACTED]	Would like to see if members of Muslim Student Association would like to meet with SGS and Darrin Rasmussen re: efforts underway to address informing Muslim community on campus about flyers and other related hate graffiti.
11/8/17	[REDACTED] email SGS	Invites SGS and Darrin to Muslim Student Association.
11/8/17	SGS & Darrin confirm their attendance to the MSA meeting on November 21	

11/11/17	SGS t/d [REDACTED]	
11/20/17	[REDACTED] & SGS email conversation	[REDACTED] notifies SGS of cancellation of 11/21 MSA meeting due to holiday travel. SGS confirms with [REDACTED] to still meet on 11/21 as planned.
11/21/17	Meeting with SGS, LB, Darin Rasmussen, Kunle Ojikutu, and [REDACTED].	
11/28/17	Follow Up meeting with SGS, LB, Darin Rasmussen, Kunle Ojikutu, and Donna Gibbs	
11/29/17	SGS email to Sabah Randhawa	[REDACTED], along with other students at MSA, would appreciate a statement from the administration, which would allow both Muslim and non-Muslim students to know the University is aware of the situation, has been tracking incidents, and is working hard to address this issue.
12/6/17	Sabah Randhawa email to campus "Update on Western's Diversity Initiatives"	